

Date: *September 5th, 2018*

Attendance: Michael Stalteri, Devlin Daley, Raya Petrova, Sarah Gottlieb, Sarah Taha, Ruchi Raval, Matthew Toy, Andrew Wojtowicz, Emily Carrabba, Raphael Sebastian, Zaid Al-Moghrabi, Madeleine Miller, Sam Varsano, Simon Bohn (Abroad), Cameron Bechtold (Abroad), Matthew Dulchinos, Brian Huang, Nimra Shabbir, Samantha Epstein
Non-voting: Matthew Milless, Devlin Daley, Arden Kellner, Amy Haven, Katie Casado, Sapan Shah

Excused: Arden Kellner, Sarah Gottlieb

President (Stalteri):

Welcome Back!

- Introductions

Expectations

- Confirm meeting time/Google Calendar Invites
 - *Feel free to ask student forum members if you have questions*
 - *Meeting here for the entirety of the trimester 5:00pm Reamer 410*
 - *Please be on time!*
 - *Major meetings on the calendar, volunteering, club expo, etc.*
 - *Reply yes or no to the meeting invites so that way we can have a number for those who will be attending.*
 - *If not coming, send excuse to Mike.*
- Google Form: SF Beginning of the Year Survey (Deadline: Sunday @ Midnight)
 - *Make sure that you work on it through the laptop, sometimes it does not work through the phone.*
 - *Cell phone numbers for GroupMe as well as goals for the year*
 - *Instagram page posts so the campus knows who the representatives that is why we are asking for photos.*
- Constitution & Bylaws Presentation
 - *Projector purchased for clubs and organizations to sign-out if they want to borrow it. The projector will live in the office of student activities- if you want to do a presentation, you will have to sign it out with the office.*
 - *Bookmark the constitution and become familiar with it.*
 - Purpose
 - *“We the students of Union College, in order to promote the wellbeing of the Student Body, and in order to exercise the rights, responsibilities, and obligations of the student body as a partner in the role of advancing the goals and ideals of Union College, do hereby establish and ordain this constitution.”*
 - *“The purpose of the Student Forum is to consider issues and to review, recommend, or formulate policies, as appropriate, in areas primarily or exclusively involving the Student Body. Such areas shall include, but not be limited to, matters of student affairs, academic affairs, and extracurricular affairs. The Student Forum also seeks to provide extended*

channels of communication, increased areas of cooperation, and a greater acceptance of shared responsibility between the Student Body, the Faculty, the Administration, and the Board of Trustees in matters of general and academic interests.”

- Order of Business
 - *1. Chair calls meeting to order*
 - *2. Privilege of the Floor*
 - *3. President's Report*
 - *4. Officers' Reports*
 - *5. Committee Reports*
 - *6. Advisor's Report*
 - *7. Old Business*
 - *8. New Business*
 - *9. Announcements*
 - *10. Motion to adjourn (second)*
 - *Privilege of the Floor explanation: Those who are not student forum members can not speak unless granted privilege to speak by the student forum before the President's Report.*
 - *Motion to adjourn- anyone can second the motion to adjourn the meeting on student forum*
- Committees
 - *Student Forum Committee on Committees*
 - *VP of Administration*
 - *Student Forum Finance Committee*
 - *VP of Finance*
 - *Student Affairs Council*
- How to Vote
 - *Discussion (10 minutes)*
 - *Motions*
 - *To continue discussion or vote*
 - *Up to 5 minutes additional discussion*
 - *Motion to Table discussion*
 - *Second motion*
 - *Vote*
 - *All those in favor, against, abstain*
 - *Quorum*
 - *50% +1*
 - *Devlin and Mike will count the vote and record, the vote will go into the minutes.*
 - *President, a Vice President of Administration, a Vice President of*

Finance, a Vice President of Academics, a Vice President of Campus Life, a Vice President of Multicultural Affairs, a Vice President of Sustainability, two Student Trustees, and 12 class representatives. These 21 individuals shall sit and vote on the Student Forum.

- *Voting*
 - *Eboard (SF President in event of tie vote), Class Reps*
- *Non-Voting*
 - *Minerva, IFC, Panhel, MGC, Recording Secretary*
- *Quorum: (MD) So say we have 19 people who attend forum but then only 11 people come, do we need quorum of the 19 people or only need 6 for quorum?*
 - *(MM) You would need only 6 people for the quorum which is a majority vote. You are elected officials and should want to be here so there should not be any issues about not having quorum.*
 - *(MS) Non-voting members have value on the committee and their opinion is valid.*
 - *(MM) This is a good use of privilege of the floor.*
- *(RP) Could we send the powerpoint to the incoming first-year reps?*
 - *(MS) Good point.*

Attendance Policy

- *Call for agenda items two days prior to the meeting, send the agenda items to Mike, and reply to the email if you can't make the meeting with a valid reason for not being able to attend.*
 - *Things that are valid commitments academic and athletics.*
 - *If you have 3 unexcused absences for the year, Mike will have a conversation because it is an expectation that you attend the meetings. Impeachment can be considered after the 3 unexcused.*
- **Club Expo: (Friday, 4-7 Rugby Field)**
 - *The Student Forum big event that is put on other than Lobsterfest. Club Expo has been planned and worked to coordinate the different events, a step up from other years because it is tied into the Inauguration weekend.*
 - *Delegates, President's family, and more will be in attendance due to the weekend.*
 - *Mainly for the first-years to sign up for clubs and organizations.*
- **Mandatory**
 - *If you can't be there, send an email with the reasoning.*
- **What we have**
 - *Massive tent where tables will be for the clubs, booked inflatables, bungee jump, Rubix Cube magician, tons of food.*
 - *Raya is sending out an email but it is the main food open for students. Working with Jim and Pat for the menu- stationed in tents outside the main tents.*
 - *(RR) if we are part of another club, are we allowed to table for them?*

- *(MS) You do have to be present for student forum but there will be shifts- a beginning shift and an end shift. We are the ones that are setting up and taking down the event. YOU might be stationed at different inflatables or student forum tables but if you need to table for your club, we can work something out.*
 - *(KC) So we are required to be there from set-up to clean-up? Are clubs receiving their budgets?*
 - *Clubs will be receiving their budgets for the year at the student forum table.*
 - *(MD) Is there a magician?*
 - *(MT) Not the same as last year but there will be Steven Brundage. We also have Balloon Gal Jenny.*
- *Assign Shifts (SF Table, Set-Up, Take-Down)*
 - (1:30 - 5:30) We will be setting up the tables, get the inflatables set-up, helping the vendors locate, and that will go into half of the event.*
 - (5 - 8) Overlap with the first group. The take down can end at 8pm if everyone chips in to help take down. Keep that in mind as you pick the shift of decide whether or not you want to volunteer to help afterwards.*
- *A doodle poll will be sent out to decide on the shifts.*
 - *(SS) Will you be giving specific assignments?*
 - *(MS) We will determine the spots when you arrive on the day of.*
 - *(AJ) What is the dress code?*
 - *(MS) Union Apparel is encouraged.*
 - *(RP) We will offer clubs to showcase their talents because there is a stage. Encourage the clubs to participate in performing on the stage and it will make it more colorful.*
 - *(KC) Would sorority or fraternities be able to showcase their step or strolls?*
 - *(MS) The Step team would be able to perform but unsure about the MGC orgs.*

Inauguration: (1-2:30, Saturday, Hull Plaza)

- *Email sent for students to attend the different events on Inauguration weekend. Student Forum elected officials are asked to attend the Inauguration Ceremony.*
- *Mandatory*
- *Volunteering Shifts -Adrienne Reminder on Friday*
 - *Everyone on student forum should have received an email about volunteering. The E- Board has been invited to process and so now there are less volunteers. If you have had golf cart training, you will drive but if you have not been trained, you will be an usher.n Adrienne will follow up with an email with more information.*
- *Golf Cart Drivers' are Now Ushers*
- *Additional Weekend Events-Encourage to attend events*

- *You are not required to go to the other events of the weekend but because you are reps and so you are encouraged to attend as many as you can. Go around and show your face to the student body.*
- *Set a good example for the other students at Union v*
- *(RS) Was there a dress code for Garden Gala?*
 - *(MM) Khakis and button down, don't wear heels, you can probably get away with jeans, dress shorts are okay. They will be happy for students to be there.*
- *(BH) Do you want us to be there at 12:45?*
 - *(MS) Adrienne will follow up with an email with the times and details.*

Jason Benitez's Student Leader's Retreat: Sat. Sept. 15th, 2018, (For E-Board Members)

- *RSVP tonight*
 - *Emily, Rafi, Nimra, Sarah Taha?, Andrew Wojo?, NO Ruchi, NO Matt Toy, NO Raya*

Secretary (Daley):

- *Minutes available to the Campus*
 - *(DD) Two available options as well as any suggestions taken. We are looking to publish the minutes to the campus. One idea is through the campus events email with a link to the google drive minutes. Another idea is to post through the student forum facebook/instagram. Another is to put them up next to the student forum board outside of the Student Activities Office. Of course, Student In'formed will continue through the Concordy but we are trying to add different avenues to make it more accessible.*
 - *(MS) We have to make the minutes available to the student body. In the past, it may have fallen through the cracks. If we are able to add a section to the student forum website, we will do a drop down menu for the week by week minutes as well as the other options.*
 - *(MM) Google Platform for the way of sharing?*
 - *Vote next week for the different ideas.*
 - *(RP) Social media account?*
 - *(KC) Link in bio on instagram*

VP Administration (Petrova):

- *Club Expo*
 - *Tell your friends to come as well as first-years. It is a place where they can find an active place in the campus community. We have 136 tables that will be used (132 used by clubs).*

VP Finance (Gottlieb):

- *Budget Cards coming along*
 - *Distributed at club expo*
- *Finance handbooks printed this week*

Trustees (Taha, Raval):

- Elections
 - *The elections will come up in the fifth week. Went to Drew and asked for the list of students, upload them, election will be held on a Wednesday because the turnout was much better than when on Friday.*
 - *September 19th- Petitions will come out.*
 - *September 26th- Campaigning will begin.*
 - *October 3rd-Elections*
 - *Just rough dates, will confirm next meeting.*
 - *Access to the OAs and ask them to encourage their first years to run. Try to think of something fun to get through to the community. Maybe use the RAs? Club Expo?*

VP Campus Life (Toy):

- Email to Campus about Expo with Flyer
 - *We will be posting the flyer everywhere on all the social media accounts.*
- Campus Events Emails
 - *Brian motioned to table campus events email discussion next week, and Zaid seconded.*

VP Academics (Wojtowicz):

- *Nothing to report*

VP Sustainability (Carrabba):

- Club Expo
 - **Compost Bins (VOTE)**
 - *We should have compost bins at the event since we are committed to sustainability. 14 bins*
 - *(MM) Where does the money come from?*
 - *(MS) It will come out of the student forum budget. We are allotted a budget for the entire year.*
 - *(ST) We granted more money to ourselves due to*
 - *(SS) Do the compost bins go to the same place as West and Upper?*
 - *(EC) The company is run through a Union Alum and it goes to*
 - *(MT) Will you make a poster about what can be composted or not?*
 - *(EC) We have compost signs and we currently have U-Sustain people as well as the Men's lacrosse team to staff the compost stations. In addition, there will be various students.*
 - Highlight Transportation
 - U-Sustain at Expo
 - **VOTE:**
 - *AW Motion for \$196 for 14 compost bins for the Club Expo?*
 - *Seconded Brian Huang*
 - *All those in favor: 14*
 - *All those opposed:0*
 - *Abstain: 0*

- *Motion passes.*

VP Multicultural Affairs (Sebastian):

- *Nothing to report.*

IFC (Kellner):

Panhel: (Haven):

- *Nothing to report.*

MGC (Casado):

- *Nothing to report.*

Minerva (Shah):

- *Nothing to report.*

Class of 2019 (Al-Moghrabi):

- *Nothing to report.*

Class of 2020 (Bohn):

- *Nothing to report.*

Class of 2021 (Huang):

- *Nothing to report.*

Class of 2022 (--):

Committee Report (SAC):

- *No SAC meeting*

Advisor's Report (Milless):

- *Director of Student Activities*
 - *Former advisor Karoline Sears has left Union and so over the summer a new director was hired. Lauren Daugherty from Siena College who will begin September 12th, next Wednesday.*

Old Business:

- *N/A*

New Business:

- *N/A*

Announcements:

- *N/A*

***Motion to adjourn Sarah Taha.
Seconded Raya Petrova.***